



DEPARTMENT OF PUBLIC WORKS

# CITY OF NEW ORLEANS

## Complete Streets Advisory Committee Internal Coordination Meeting Thursday, July 11, 2013

<b>Location:</b>	City Hall, Department of Public Works Conf Rm 6w03
<b>Attendees:</b>	Leslie Alley, City Planning Commission (CPC) Hailey Bowen, Parks & Parkways (PPW) Catherine Cain, Health Department (HD) Naomi Doerner, Kids Walk Coalition (KWC) Louis Haywood, Complete Streets Program Manager, Department of Public Works (DPW) Mark Jernigan, Director, DPW Christopher Mills, City Planning Commission (CPC) Jared Munster, Safety & Permits (S&P) Cheryn Robles, DPW Jennifer Ruley, Louisiana Public Health Institute (LPHI)

## Agenda

- I. Review composition, roles, and responsibilities for CSAC members
- II. Establish primary and secondary agency/org contacts
- III. Determine criteria and selection process for 3 advocacy organization members
- IV. Discuss mission for CSAC
- V. Review draft New Orleans Complete Streets Program Management Plan (goals, metrics, agency responsibilities, and policy initiatives)
- VI. Discuss complete streets procedures for public and private projects
- VII. Schedule tentative future meetings for remainder of year
- VIII. Other

## Meeting Summary

- I. Review composition, roles, and responsibilities for CSAC members
  - The intent of today's meeting is to discuss with internal city agencies how to shape and manage the Complete Streets Advisory Committee. The policy requires City agencies to dedicate a portion of staff time and resources to implement the policy.
  - Establishment of an advisory committee is specifically stated in the Complete Streets ordinance.
  - Keeping the committee a manageable size will allow it to be productive, working committee.
  - The advisory committee has oversight of implementation and directs DPW in consultation with the City Planning Commission to update rules and regulations so they are compliant with the policy.

- II. Establish primary and secondary agency/org contacts
- The committee should include representatives from:
    - a. Department of Public Works
    - b. City Planning Commission
    - c. City Health Department
    - d. New Orleans Police Department
    - e. Parks and Parkways
    - f. Regional Transit Authority
    - g. Facilities, Infrastructure, & Community Development (Capital Projects)
    - h. Safety and Permits
    - i. Mayor's Office of Communications/Mayor's Office of Neighborhood Engagement
    - j. Tourism industry (either New Orleans Convention and Visitor's Bureau or New Orleans Tourism and Marketing Cooperation)
    - k. Regional Planning Commission
    - l. Representatives from three non-government advocacy groups such as people who advocate for people with disabilities, bicycle users and pedestrians, etc.
  - Additional potential invitees could include representatives from Entergy, Sewerage and Water Board of New Orleans, Cox Communications, New Orleans Fire Department, Office of Emergency Preparedness, representatives from each Council District and school districts.
- III. Advocacy group members are to sit on the committee for one year. DPW will develop an application for the advocacy group positions and post the requirements online. The groups applying should include their statement of interest, commit to the one-year appointment and have the ability to be generalists.
- IV. Discuss mission for CSAC
- Each City agency will need to identify documents which should be updated to comply with the CS policy. Among those included are: DPW Plans and Specifications documents, Community Zoning Office Subdivision Regulations, Safety and Permits' Building Codes, Parks and Parkways' Specifications, Capital Projects' Plans and Specifications documents
- V. Review draft New Orleans Complete Streets Program Management Plan
- The CS Program's goals were established at the Smart Grown America Workshop.
  - CS committee will explore the feasibility of combining CS implementation areas with the Fit NOLA campaign underway by the Health Department.
  - Baseline research will need to be done to establish quantifiable baseline goals but in general the Program goals include;
    - a. Reduce crashes by 10 percent in five years for bicyclists, motorists and pedestrians.
    - b. Double the bikeway network (to 100 miles of bikeways) by 2018.
    - c. Encourage more walking and transit, less driving.
    - d. Develop healthier street ecology
- VI. Schedule tentative future meetings for remainder of year
- Meetings will be held quarterly.
  - Focus of the first official meeting, with the advocacy group representatives, will be a review of the Subdivision Regulation.

- VII. Discuss complete streets procedures for public and private projects
- This agenda item was not discussed

VIII. Other

- City Council's Transportation Committee will likely ask for regular updates on the committee's progress

<b>Deliverable</b>	<b>Responsible Party</b>	<b>Suspense Date</b>
1. Develop CSAC advocacy group membership application and distribute to potential invitees	DPW – Haywood, Robles	Sept. 15, 2013
2. Review and circulate advocacy group applicants	DPW - Haywood	Sept. 30, 2013
3. Schedule first official CS Advisory Committee meeting	DPW – Haywood, Jernigan	Oct. 1, 2013